



IMPORTANT NOTICE
to
PASSPORT APPLICATION ACCEPTANCE AGENTS – MARCH 2016

Notice of Social Security Number Requirement on Passport Applications

This notice is to advise our Passport Application Acceptance Agents and Program Managers that all applicants must provide their social security number on their passport applications.

On December 4, 2015, President Obama signed H.R.22 - FAST Act, which became Public Law 114-94. The FAST Act, which stands for “Fixing America's Surface Transportation,” includes provisions related to the denial and revocation of U.S. passports. The FAST Act requires that applicants must provide their social security number on their application. Failure to provide information requested on the application, including the social security number, will result in significant processing delays and/or the denial of the application.

To avoid a delay in processing time, please advise the customer to provide their social security number on the application. If the customer insists on withholding this information, please advise that they will encounter a delay in processing and/or denial of the application.

Reminder about Photocopies of Identification

Please make certain that applicants include a clear photocopy of their photo ID (front and back) with their applications. For minor applicants, both parents must also include a photocopy of their photo ID, including a non-appearing parent when applicable.

Please contact your regional Customer Service Manager with any questions on this policy.